

Patrick Mwila

15 Roma Girls, Secondary School
Mulungushi Road
LUSAKA

Registrar & Chief Executive Officer

ICT Association of Zambia (ICTAZ)
18 Njoka Road, Olympia
LUSAKA

1st April 2025

Dear Registrar,

I am excited to apply for the position of ICT & Innovations Administrator at ICTAZ. With a strong passion for technology-driven solutions and a track record of automating business processes, I am eager to contribute to the organization's digital transformation initiatives. Having served as the Acting ICT & Innovations Administrator, I have firsthand experience in managing IT infrastructure and implementing organization tailored solutions.

Throughout my tenure at ICTAZ, I have spearheaded multiple projects that enhanced operational efficiencies. I played a pivotal role in setting up ICTAZ's first Electronic Voting System for the April 2024 AGM, developed a back-office web application (ICTAZ Registration GUI Debugger) that automated registration queries, developed the ICTAZ public service workers KYC verification portal, to mention but a few. These initiatives have significantly streamlined internal processes, improved data management, and enhanced member engagement.

My technical expertise includes proficiency in the following but not limited to Python, SQL, Django, and Linux Server Environments. Additionally, I have knowledge in cybersecurity and business intelligence tools like Python Pandas & Matplotlib, ensuring that ICT systems remain secure, data-driven, and scalable.

Beyond my technical skills, I am an advocate for continuous learning and capacity building. I have trained staff on new technologies, provided IT support, and promoted digital literacy to enhance productivity. My ability to work collaboratively with diverse stakeholders has enabled me to lead IT projects that align with organizational objectives while driving innovation and efficiency.

I am eager to bring my expertise and commitment to ICTAZ under this new role, furthering its mission to advance technology adoption and digital transformation. I welcome the opportunity to discuss how my skills and experience can contribute to the organization's success.

Thank you for considering my application. I look forward to your response.

Sincerely yours,



Patrick Mwila